

Publications Board

Publications, according to the report of a survey made by the Organization Inspector last summer, reflect the substantive operations and efforts of the various components of the Organization. Frequently, the report commented, they represent the basic justification for the existence of producing units.

The report found that the last centralized responsibility for the coordination of publications disappeared four years before. The numbers of publications could be reduced, the Inspector thought, and improvements in existing format could be made. For purposes of control, the report ^{proposed centralized control of} suggested that ~~any~~ serial documents ~~that~~ circulated ~~beyond the~~ ^{outside} ~~confines of~~ any of the Organization's three major components, be ~~con-~~ sidered a publication. In concluding, the report ^{It} recommended ^{establishment of a} that a publications board be established with authority to "review, coordinate, control, improve, and systematize" ~~all~~ Organization publications.

^{of} On the Director's approval of this ^{recommendations and} report, a board appointed according to the terms of the Inspector's recommendation gave considerable further study to the points made by the Inspector's report and worked out the details of its own proposed charter. The Board became official with the approval of this charter and its publications, [REDACTED], on 3 March

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1958 of this year a regulation was published prescribing the composition and functions of the Publications Board.

^{of} The Board is chaired by the chief of the major component most active in publishing, ^{and} representatives of the other two chiefs of major components complete the membership. The Board is concerned primarily with the more formal aspects of publications, such as proper identification and attribution, adherence to existing "Frontier" directives, ^{linking responsibility for} avoidance ^{subject matter}

Working back to Hitchcock

of unnecessary duplication, and proper format. Each chief of ^amajor component remains responsible for the quality of content and the editorial excellence of ^{his} publications. ~~Furthermore,~~ certain publications, such as the Organization's ~~and notices,~~ ^{regulations} and others considered purely administrative or operational, are excluded from the ~~the~~ Board's responsibilities. ~~The Board's recommendations become organization policy unless brought to the Director for review.~~

Up to the present, the ~~the~~ Board has been engaged principally in determining just what Organization publications now exist, and what are their terms of reference, their control systems, and their circulation. A "comprehensive tentative list" was circulated for comments and correction; an official list will be prepared on the basis of replies received. ~~The Board has not yet been called on to exercise its responsibility for making recommendations on any proposed new publication.~~

S-E-C-R-E-T

PUBLICATIONS BOARD

Re-type

A survey made last summer of Organization publications found room for improvements in format, the possibility of reducing the number of publications, and a need for ~~greater~~ ^{better} coordination. The report proposed centralized control of serial documents circulated outside any one of the Organization's three major components. It recommended establishment of a board with authority to "review, coordinate, control, improve, and systematize" Organization publications.

The Director approved this recommendation, and on 3 March of this year a regulation was published prescribing the composition and functions of the Publications Board. The board is chaired by the chief of the ~~major component most active in publishing~~ ^{headquarters} and two members. ~~composed of the chief of the~~ ^{composed of the chief of the} other two chiefs of major components complete the membership. ~~The board~~ ^{It} is concerned primarily with the more formal aspects of publications, such as proper identification and attribution, adherence to existing "frontier" directives, ~~avoidance of unnecessary duplication~~ ^{dividing responsibility for subject matter}, and proper format. Each chief of a major component remains responsible for the quality of content and the editorial excellence of his publications. Certain publications, such as the Organization's regulations and notices, and others considered purely administrative or operational, are excluded from the board's responsibilities.

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Pubs Bd
Rec'd ^{needed} for such a board;
BB set
file - -

2 or 3. brief, clear,
AS

